

**Carlisle Council on Aging Board Meeting
May 20, 2014
Carlisle Town Hall – Clark Room**

Board Members Present: Abha Singhal, Verna Gilbert, Elizabeth Acquaviva, Jean Sain, Melinda Lindquist, Peggy Hilton, Lillian DeBenedictis, Tom Dunkers. Associate Members Present: Natalie Ives. COA Staff Present: Angela Smith, David Klein. Friends Representative: Kerry Kissinger. Guests: Donna MacMullen, Patti Russo

The meeting commenced at 7:04 pm. Abha Singhal, Chair, presided.

Secretary Minutes – A *motion* was made by Verna Gilbert to accept the April Minutes prepared by Elizabeth Acquaviva. The motion was seconded and carried by voice vote.

Treasurer's Report – A *motion* was made by Elizabeth Acquaviva to accept the April report prepared by Verna Gilbert. The motion was seconded and carried by voice vote.

Social Worker's Report: Angela Smith gave a brief update on the report prepared by Peter Cullinane.

Outreach and Program Manager's Report: Angela Smith discussed several requests in her report such as the need for three volunteers to assist with the craft table at Old Home Day, a dedicated person to assist Liz Bishop in decorating the COA van for the parade and a person to toss candy from the COA van. Jean Sain and Tom Dunkers volunteered. Angela is also looking for seniors willing to pass on their experience to the next generation by becoming Merit Badge Councilors for Boy Scouts in town trying to earn merit badges particularly on topics the school does not cover. A *motion* was made by Verna Gilbert to accept the April report submitted by Angela Smith. The motion was seconded and carried by voice vote.

Director's Report including Transportation Report: David Klein gave a financial update of Grants (including May). He also gave an update on the COA Staff and operations as well as the Benfield Farm agreement. A *motion* was made by Verna Gilbert to accept the April Director's report submitted by David Klein. The motion was seconded and carried by voice vote.

Senior Day Trips –David Klein and Angela Smith gave an update on past and upcoming day trips. David suggested limiting Newport day trips to one a year since it is a long day for the driver. Angela reported that three new residents of Benfield Farms have attended recent trips. Although Joanne Willens is resigning from the Board, she has agreed to continue to volunteer and organize day trips. Sandy McIlhenny also organizes a couple of trips a year.

At this point of the meeting, Abha had everyone in the room introduce themselves.

MMSS – Jean Sain reported that the May Board meeting was a combination Volunteer Appreciation breakfast and an address by Al Norman, Executive Director of Mass Home Care. Al is also on the advisory Council and Ethics Council and he is a registered lobbyist and editor of "At Home", a monthly publication dealing with elder concerns before the Legislature. Al was advocating for the Home Care funding and Spouse as Paid Caregiver bills. Jean sent e-mails out to the COA Board with information on how to contact our Legislators to advance these bills. Minuteman is partnering with Whole Foods in Bedford to raise money for Meals on Wheels. On Thursday, May 22 Whole Foods will donate 5% of their daily sales to Minuteman Senior Services.

Friends Update: Kerry Kissinger reported that the FOCCOA 20th Anniversary Celebration and Annual Meeting on June 1 at Benfield Farms Common Room from 3-5 pm with guest speaker Christine Lear, who is a former Producer of This Old House and currently a fund raiser for WGBH, has 75 people registered. Other topics of discussion were about who qualifies for Benfield Farm housing and how it is a nice addition. Kerry also suggested that Patti Russo speak to the Selectmen regarding the GUBIC award because many intergenerational families live in town and he felt they would be supportive of receiving this prestigious award.

Old/New Business:

Generations United Best Intergenerational Community Award: Guest, Patti Russo, runs an intergeneration poetry class at the high school and is a poetry therapist by profession. She gave a presentation on the Generations United award she would like to apply for on behalf of the Town of Carlisle. She indicated that the organization was originally created by the National Council on Aging and the Child Welfare League of America. Patti has met with David Klein several times to explore the application process since the COA has many intergenerational programs and the award focuses on communities committed to providing the basic needs along with additional community enhancements that create a desirable place to live for all ages. The award is for intentionally bringing generations together. Although there is not a monetary award, it may provide a leg up for future funding. One advantage Patti sees in just applying for the award is that it will bring the community together due to the amount of communication that will need to happen amongst members of the community to complete the application. Further discussion will follow as the Board decides if the COA staff has available time this year to assist her with the application process this year. It was suggested that an Intergenerational Committee or Board be formed to devote time to pursue the award possibly with a representative from the library and other town organizations that would represent a mix of intergenerational program offerings.

Presentation of Proposed Slate for FY'15 – Peggy Hilton, who serves on the Nominating Committee along with Liz Thibeault and Liz Bishop, read the Proposed Slate for the FY15 nine member COA Board as follows: Liz Thibeault (Chair) Abha Singhal (Vice-Chair) Peggy Hilton (Treasurer) Liz Bishop (Secretary), Elizabeth Acquaviva, Lillian DeBenedictis (who will be completing the next two years of a resigning member's term) Jean Sain, Donna MacMullen (new member) and Walter Hickman (new member). The Slate was then opened up to the Board for any additional proposed nominations. Hearing none, the Slate will be voted on at the June COA Board Meeting. If anyone would be interested in being co-secretary they should inform the Nominating Committee prior to June 17. A discussion was held on the difference between Alternates (would be able to vote) vs. Associates (non voting members) as well as the term of an Associate. This will be clarified and put in writing for future reference.

Renewal of Smart Phone Reimbursement – David Klein requested the renewal of his smart phone reimbursement which was originally approved for one year. A Motion was made by Verna Gilbert to pay for the same percentage of his cell phone fees as previously approved as long as he is the Director of the COA. Motion was seconded and carried by voice vote.

Long Range Plan – David Klein expressed some concerns regarding some of the wording and/or timetables in the Long Range Plan which will be voted on next month. His concerns will be further addressed with the LRP Committee prior to a vote.

A Motion was made by Verna Gilbert to adjourn the meeting at 8:30 pm. The motion was seconded and carried. Meeting was adjourned at 8:10 pm. The next COA Board Meeting will be held at **Town Hall Heald Room at 7:00 pm on June 17.**

Elizabeth Acquaviva
COA Board Co-Secretary